

CAREER ACTION PLAN

Career Planning:

- ◆ Continue to update your résumé, cover letters and career portfolio as well as uploading your current versions of your résumés and cover letters into "Go Belles"
- ◆ Participate in on-campus recruiting activities such as interviews and information sessions
- ◆ Continue to network with alumnae and professionals in your fields of interest to explore internship and job opportunities
- ◆ Attend on and off campus career-related events that help to expose you to organizations interest including career, volunteer and graduate school fairs as well as employer presentations and open houses
- ◆ Continue to attend and participate in CCO workshops and programs to increase your awareness and preparedness including résumé and cover letter writing, interviewing, self-assessment, career fair preparation and job searching workshops
- ◆ Run for or volunteer for a leadership position in your student club or organization
- ◆ Begin to finalize your graduate school plans including generating a list of potential schools, gathering application materials, organizing applications to meet established deadlines and exploring financial aid/scholarship options
- ◆ Explore the possibility of participating in post-graduate service and volunteer opportunities with the CCO and the Office of Civic and Social Engagement
- ◆ Research scholarship and possibilities for post-graduate research opportunities
- ◆ Evaluate job offers, graduate and professional school study, and service and volunteer opportunities based upon personal interests, values and goals
- ◆ Attend workshops and research information to prepare for life after Saint Mary's College
- ◆ Complete the CCO's Graduate Destination Survey prior to commencement

Academic Planning

- ◆ Develop your senior comprehensive project around your fields of career interest
- ◆ Polish your academic achievements by making extra effort on papers and projects
- ◆ Send out graduate school applications in the fall and complete appropriate financial aid forms by specified deadlines
- ◆ Finalize graduation requirements by checking with your academic program

Key Questions:

- ◆ How will the transition from college to work, graduate school, or post-graduate service effect me?
- ◆ What support systems do I have in place that will assist me with my future goals?
- ◆ What job searching skills do I need to enhance to be more effective at reaching my goals?
- ◆ What on and off-campus resources, programs and events are available to assist me in reaching my future goals?